

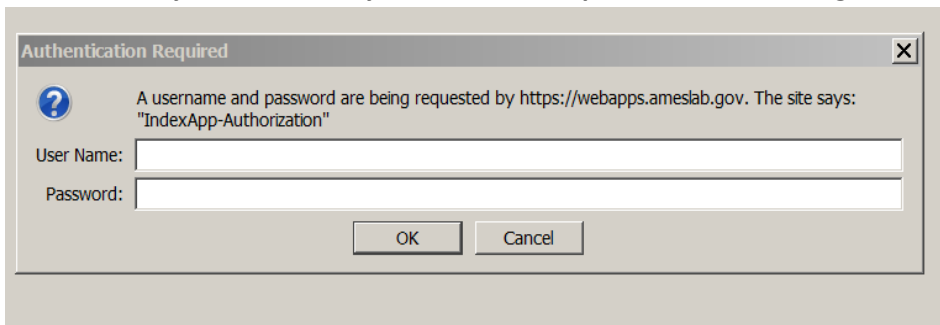
Hazardous Waste Acceptance and Request Guide For Ames Laboratory Buildings

Ames Laboratory uses a web application for picking up and tracking waste. To request a pick-up, go to the following link: <https://webapps3.ameslab.gov>

Step 1: Email Enterprise Information Services (is@ameslab.gov) for authorization to access the web application.

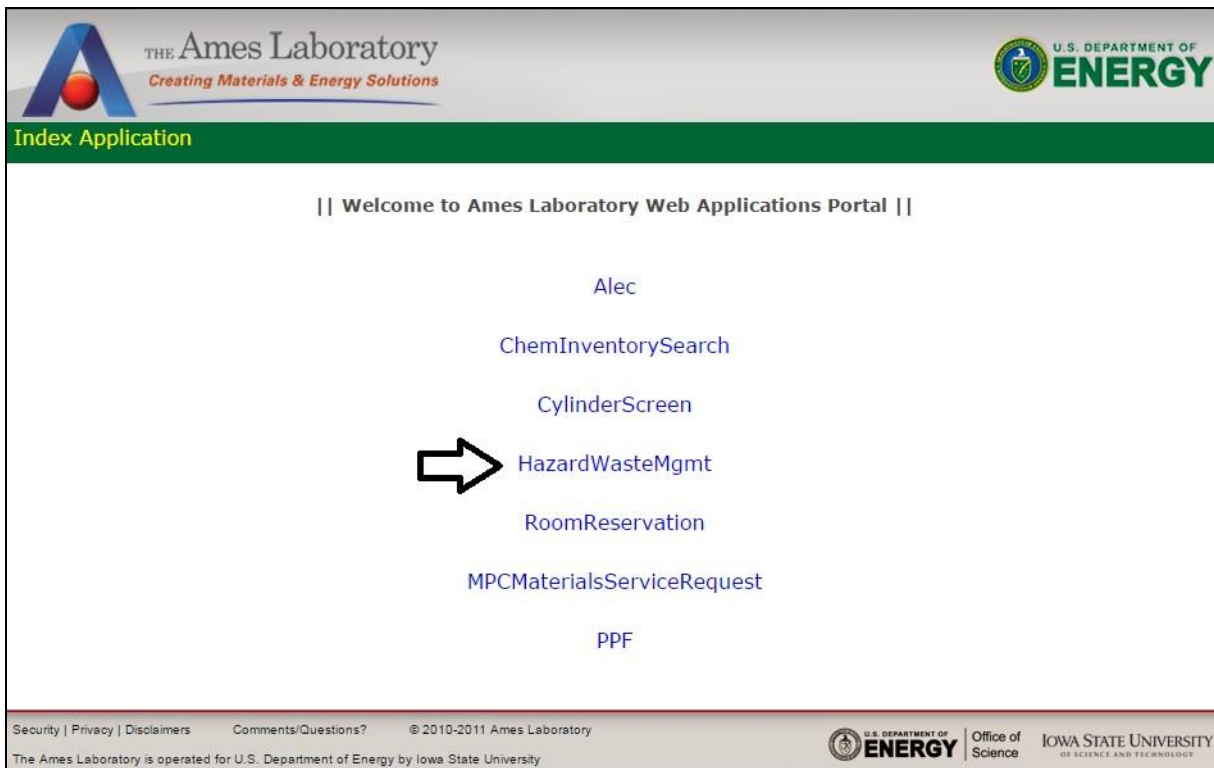
Step 2: Log into the web application using your Ames Laboratory network user name and password.

Note: You may need to enter your username & password twice to log in.



A screenshot of a web browser's authentication dialog box. The title bar says "Authentication Required". Inside, there is a question mark icon and a message: "A username and password are being requested by https://webapps.ameslab.gov. The site says: 'IndexApp-Authorization'". Below the message are two input fields: "User Name:" and "Password:". At the bottom are "OK" and "Cancel" buttons.

Step 3: Choose HazardWasteMgmt.



A screenshot of the Ames Laboratory Web Applications Portal. The header features the Ames Laboratory logo and the U.S. Department of Energy logo. Below the header is a green bar with the text "Index Application". The main content area has a welcome message: "|| Welcome to Ames Laboratory Web Applications Portal ||". Below this is a list of application links: "Alec", "ChemInventorySearch", "CylinderScreen", "HazardWasteMgmt", "RoomReservation", "MPCMaterialsServiceRequest", and "PPF". A large black arrow points to the "HazardWasteMgmt" link. The footer contains links for "Security | Privacy | Disclaimers", "Comments/Questions?", and "© 2010-2011 Ames Laboratory". It also includes the U.S. Department of Energy logo, "Office of Science", and "IOWA STATE UNIVERSITY" logo.

Step 4: Choose Waste Generator



Step 5: Enter the following information on the Waste Generator screen (shown below).

Container ID: enter your initials and a number (e.g. SMB001)

Location Room: enter the room number where the waste is located and the building from the drop down box.

Chemical Description: enter the major constituents in your waste with percentages. If your waste contains any metals from the TCLP list but you don't know the percent then indicate that there is a trace amount. **NOTE: If you have multiple containers with the same constituents and percentages you can copy the text to paste to your next container.**

Total Quantity/Container: enter the amount of your waste.

Units: pick the appropriate units. Milliliters or liters for liquids and grams or kilograms for solids.

Hazardous Characteristics: check all that apply.

Employee Number: 18590	Employee Name: SARAH MORRIS-BENAVIDES	Group: 102000	Phone: 515-294-7923	Pick-ups & Questions Call: Sarah Morris-Benavides : 294 -7923 sarahmb@ameslab.gov ESH&A Office: 294-2153
Container ID	Location Room [Room, Building]	Chemical Description [include percentage(s)]	Total Quantity/Container	Units
<input type="text"/>	<input type="text"/> Select building ▼	<input type="text"/>	<input type="text"/>	Kg ▼
Hazard Characteristics				Yes
Ignitibility: Is the flashpoint less than 140 degree F (60 degree C)				<input type="checkbox"/>
Corrosivity: Is the pH less than or equal to 2, or greater than or equal to 12.5				<input type="checkbox"/>
Is the waste normally unstable, water reactive, or explosive? Which will the waste liberate cyanide or sulfide? If so which?				<input type="checkbox"/>
Based on your knowledge of the process and the information available (MSDS, manufacturer specifications) to you, does the waste contain any of the materials from the below TCLP list?				<input type="checkbox"/>
Is the waste an Oxidizer?				<input type="checkbox"/>
Contains engineered nano particles 1-100 nanometers in size?				<input type="checkbox"/>
Partial TCLP List				
Metal	Chlorinated Solvents		Organic Solvents	
Arsenic	Carbon Tetrachloride Hexachlorobenzene		Benzene	
Barium	Chlorobenzene Hexachlorobutadiene		Cresol & Isomers	
Cadmium	Chloroform Hexachloroethane		Methyl Ethyl Ketone	
Chromium	1,4-Dichlorobenzene Tetrachloroethylene		2,4-Dinitrotoluene	
Lead	1,2-Dichloroethane Vinyl Chloride		Nitrobenzene	
Mercury	1,1-Dichloroethylene		Pyridine	
Silver				
Selenium				
Back <input type="button" value="Submit"/> Home				

Step 6: Click the “Submit” button after each entry and repeat above sequence for each additional container. By clicking on the “Submit” button your pick up request is automatically sent to ESH.

Step 7: If you are in ISU Buildings, go to the following address <http://www.ehs.iastate.edu/waste>. Click on Waste Removal Form, log in with your ISU user name and password, and provide the information necessary on the web form.

For further information regarding waste, refer to the [Waste Management Program Manual](#).